

The Code of Ordinances of the City of Reading

DISCLAIMER

The electronic version of the City of Reading Code of Ordinances is not the document of issue and the City of Reading's printed and published Code will remain the primary source and document of issue for all purposes. In the event of a conflict between the electronic version of the Code of Ordinances and the official printed City of Reading Code of Ordinances, the official printed Code of Ordinances shall govern. Copies of the official City of Reading Code of Ordinances may be purchased from the City. The user is advised that there may be amendments to the Code of Ordinances which have been enacted after the last revision date of the electronic version of the Code of Ordinances.

Keystate Publishers makes no warranty, express or implied, with respect to the accuracy or completeness of the electronic version of the Code of Ordinances or the capability of the electronic version of the Code of Ordinances, and all liability with respect thereto is expressly disclaimed. The service and system is furnished by KPI on an "as is," as available basis. All warranties of merchantability and fitness for a particular purpose are expressly disclaimed. No representation or demonstration shall constitute a warranty of the electronic version of the Code of Ordinances unless expressly incorporated into an agreement between the parties.

CODE OF ORDINANCES

of the

CITY OF READING

Berks County, Pennsylvania

Published by Authority of the City

Adopted May 29, 2001

Code originally published by

PENNS VALLEY PUBLISHERS

(A Division of Fry Communications, Inc.)

Mechanicsburg, Pennsylvania

Revised and Supplemented Through December 28, 2009, by

KEYSTATE PUBLISHERS, INC.

Shippensburg, Pennsylvania

Code originally published by Penns Valley Publishers and adopted May 29, 2001. Revised and supplemented by Keystone Publishers, Inc., through:

Revision Dates

4/22/2002
10/13/2003
3/1/2005
12/19/2005
1/22/2007
12/10/2007
12/29/2008
12/28/2009

CONTENTS

Municipal Officials	iii
Foreword	v
Adopting Ordinance	vii
Fee Schedule	
Chapter 1	Administration and Government	1-1
Chapter 2	Animals	2-1
Chapter 3	Bicycles	3-1
Chapter 4	Buildings	4-1
Chapter 5	Code Enforcement	5-1
Chapter 6	Conduct	6-1
Chapter 7	Fire Prevention and Fire Protection	7-1
Chapter 8	Floodplains	8-1
Chapter 9	Grading and Excavating	9-1
Chapter 10	Health and Safety	10-1
Chapter 11	Housing - Rental	11-1
Chapter 12	Libraries	12-1
Chapter 13	Licenses, Permits and General Business Regulations	13-1
Chapter 14	Mobile Homes and Mobile Home Parks	14-1
Chapter 15	Motor Vehicles	15-1
Chapter 16	Parks and Recreation	16-1
Chapter 17	Planned Residential Development	17-1
Chapter 18	Sewers and Sewage Disposal	18-1
Chapter 19	Signs and Billboards	19-1
Chapter 20	Solid Waste	20-1
Chapter 21	Streets and Sidewalks	21-1
Chapter 22	Subdivision and Land Development	22-1
Chapter 23	Swimming Pools	23-1
Chapter 24	Taxation; Special	24-1
Chapter 25	Trees	25-1
Chapter 26	Water	26-1
Chapter 27	Zoning	27-1

Appendix

A	Annexation of Territory	A-1
B	Bond Issues and Loans	
C	Franchise and Services	
D	Governmental and Intergovernmental Affairs	
E	Plan Approval	
F	Public Property	
G	Sewers	
H	Streets and Sidewalks	
I	Water	
J	Zoning; Prior Ordinances	
Key to the Disposition of All Ordinances		K-1
Index		I-1

OFFICIALS
of the
CITY OF READING
County of Berks
Pennsylvania

ELECTED OFFICIALS

Mayor	-	Tom McMahon
City Council		
Council President	-	Vaughn D. Spencer
Council District 1	-	Francis Acosta
Council District 2	-	Marcia Goodman Hinnershitz
Council District 3	-	Dennis Sterner
Council District 4	-	Stratton Marmarou
Council District 5	-	Donna Reed
Council District 6	-	Jeffery S. Waltman
Auditor	-	David Cituk

APPOINTED OFFICIALS

Managing Director	-	Ryan P. Hottenstein
City Clerk	-	Linda A. Kelleher
City Solicitor	-	Charles Younger
Human Resources/Risk and Safety Acting Director	-	Carl E. Geffken
Public Works Director	-	Charles Jones
Fire Chief	-	William Rehr, III
Police Chief	-	William M. Heim

FOREWORD

History

This comprises the codification of the Ordinances of the City of Reading. The City was incorporated as a City on March 16, 1847 was laid out as a town in 1784 and incorporated as a borough on September 15, 1783.

The City of Reading was previously codified by the Walter H. Drane Company and was adopted by *Ord. 34-1983*, August 24, 1983.

The Code of Ordinances of the City of Reading was prepared by Penns Valley Publishers, a division of Fry Communications, Inc., and adopted by the City Council on May 29, 2001, by Ordinance Number 14-2001.

Organization

The Code contains four parts which are (1) the valid current ordinances of the City contained in Chapters 1 through 27, (2) the Appendix, which lists by abstracted title all ordinances of a temporary or "one time" nature, (3) the Key to the disposition of each ordinance ever enacted by the City, and (4) the Index, which is an alphabetical arrangement of subjects.

In the Code each Chapter is separated by a divider tab, and specific ordinances can be located by subject on the contents page at the beginning of each Chapter. The Index may also be used to search for a subject when one is looking for general information on a particular subject, or if it is not known in which Chapter the subject might be found. The Appendix consists of several general categories containing a chronological listing of short subject descriptions along with a reference to the original ordinance and its date of enactment, if known.

The Key to disposition indicates what action has been taken by the City Council with regard to every ordinance ever enacted. An ordinance has either been (1) specifically repealed, (2) superseded by another ordinance, (3) is located in a Chapter of the Code book, or (4) is located in the Appendix. Annual tax rate and budget ordinances are located only in the Key. The Key is a cross reference to the original ordinance books of the City, and to the location within the Code of each ordinance by number.

ORDINANCE NO. 14-2001

AN ORDINANCE ADOPTING THE CODE OF ORDINANCES OF THE CITY OF READING, BERKS COUNTY, PENNSYLVANIA; CONSOLIDATING, REVISING, AMENDING AND REPEALING CERTAIN ORDINANCES; ENACTING CERTAIN NEW PROVISIONS; PROVIDING A PROCEDURE FOR AMENDING THE CODE AND FOR THE CITATION OF THE CODE AND THE EFFECTIVE DATE THEREOF; ESTABLISHING RESPONSIBILITY FOR MAINTENANCE OF THE CODE; SAVING CERTAIN PROVISIONS FROM REPEAL; AND PRESCRIBING PENALTIES FOR VIOLATION.

The City Council hereby ordains:

Section 1. Adoption. The "Code of Ordinances, City of Reading," as prepared and published for the said City of Reading, is hereby adopted as a consolidation, codification and revision of the ordinances of the City of Reading. Chapters 1 through 27 thereof contain the text of the body of all general administrative and regulatory ordinances of the City of Reading organized as follows:

TABLE OF CONTENTS

Chapter 1	Administration and Government
Chapter 2	Animals
Chapter 3	Bicycles
Chapter 4	Buildings
Chapter 5	Code Enforcement
Chapter 6	Conduct
Chapter 7	Fire Prevention and Fire Protection
Chapter 8	Floodplain [Reserved]
Chapter 9	Grading and Excavating
Chapter 10	Health and Safety [Reserved]
Chapter 11	Housing
Chapter 13	Licenses, Permits and General Business Regulations
Chapter 14	Mobile Homes and Mobile Home Parks [Reserved]
Chapter 15	Motor Vehicles and Traffic
Chapter 16	Parks and Recreation
Chapter 17	Planned Residential Development [Reserved]
Chapter 18	Sewers and Sewage Disposal
Chapter 19	Signs
Chapter 20	Solid Waste
Chapter 21	Streets and Sidewalks
Chapter 22	Subdivision and Land Development
Chapter 23	Swimming Pools
Chapter 24	Taxation; Special
Chapter 25	Trees
Chapter 26	Water [Reserved]
Chapter 27	Zoning

APPENDIX:

A	Annexation of Territory
B	Bond Issues and Loans
C	Franchise and Services
D	Governmental and Intergovernmental Affairs
E	Plan Approval
F	Public Property
G	Sewers
H	Streets and Sidewalks
I	Water
J	Zoning; Prior Ordinances

Key to the Disposition of All Ordinances

The Appendix of the volume lists, by subject matter, in chronological order, the titles (or an abstract of title) of enactments of special nature or of historical interest, for the complete text of which the official records of the City of Reading shall be authoritative.

Section 2. Citation and Effective Date. The codification referred to in section 1 of this ordinance shall be known and cited officially as the "City of Reading Code of Ordinances," and all future ordinances shall make reference thereto. This ordinance shall become effective immediately upon publication of notice of final enactment as required by law.

Section 3. Saving Clause. The provisions of the City of Reading Code of Ordinances, so far as they are the same as those ordinances and regulations in force immediately prior to the adoption of said Code, are intended as a continuation of such ordinances and regulations and not as a new enactment. The provisions of the City of Reading Code of Ordinances shall not affect any suit or prosecution pending or to be instituted to enforce any of the prior ordinances or regulations.

Section 4. Consolidation and Revision. As a necessary part of codification, the following provisions are hereby consolidated and revised as indicated:

A. Consolidations

Section	Subject	Ordinance No.
---------	---------	---------------

§15-101 - §15-1105	Motor Vehicles and Traffic	34-1957, 3-1962, 15-1965, 6-1966, 69-1966, 7-1967, 40-1968, 5-1971, 11-1971, 52-1974, 15-1977, 48- 1977, 49-1977, 50-1977, 63-1980, 30-1981, 31- 1981, 69-1981, 17-1982, 30-1982, 100-1986, 15- 1990, 25-1988, 36-1996, 44-1998, 6-1999, 13-1999, 16-1999, 28-1999
--------------------	----------------------------	--

B. Revisions

Chapter, Part	Subject	Ordinance No.
§1-571	Planning Commission	46a-1914
§§24-301 - 24-317	Realty Transfer Tax	65-1968

Section 5. New Enactments, Amendments and Repeals. As a necessary part of codification, the following ordinances are hereby enacted, amended and repealed as summarized by short title:

A. New Enactments

Section	Subject
§§6-401 - 6-404	Prohibiting Discharge of Firearms
§13-310	Exceptions
Chapter 15, Entire Length	Motor Vehicles and Traffic

B. Amendments

Section	Subject	Ordinance No.
§1-181	Administrative Organization	17-1996, §8.01
§1-191	Fire Suppression Division	17-1996, §8.64- 8.71; 30-1996, §1
§1-199.19	Penalties	17-1996; 16- 1997, §9
§1-252	Holidays	18-1996, §5.02

§1-301	Compensation	74-1989, §1
§1-543	Creation, Members, Term and Expenditures	7-1986, §3
§1-554	Meetings	48-1981, §4
§1-561	Creation and Name	10-1975, §1; 17-1975, §1
§1-562	Purpose	10-1975, §2; 17-1975, §1
§1-563	Powers and Duties	10-1975, §3; 17-1975, §1
§1-564	Membership	10-1975, §4; 17-1975, §1; 22-1978, §1; 28-1988, §1
§1-565	Term of Office	10-1975, §5; 17-1975, §1; 6-1977, §1; 22-1978, §2
§1-566	Compensation	10-1975, §6; 17-1975, §1
§1-567	Conduct of Business	10-1975, §7; 17-1975, §1
§1-568	Indemnification	10-1975; 28-1988, §2
§-571	Creation of Commission	46A-1914
§1-581	Establishment of Department	25-1961, §1, 15-1968, §1
§1-582	Office of the Planning Division Manager	25-1961, §3; 15-1968, §1
§1-583	Duties	25-1961, §4; 15-1968, §1; 7-1966, §1; 10-1966, §1
§1-584	Additional Staff	25-1961, §7
§1-602	Police Pension Fund Board; Members and Duties	37-1976, §2; 59-1984, §1; 79-1984, §1; 46-1998, §2
§1-621	Definitions	4-1972, §1
§1-622	Board of Managers Created	4-1972, §2

§1-623	Board of Managers; Members, Term and Vacancy	4-1972, §3
§1-624	Board Officers	4-1972, §4
§1-629	Fund Sources	4-1972, §9
§1-631	Reward Proceeds	4-1972, §11
§1-632	DiLauro Interest Arbitration Award	4-1972; 61-1986, §§1,2
§1-633	Members Contributions; Increase	4-1972, §12
§1-639	Employment Termination Prior to Entitlement	4-1972, §18; 38-1979, §1
§1-640	Entitlement to Benefits	4-1972, §19; 9-1974, §1; 107-1995, §1
§1-641	Members Right to and Amount of Benefits; Service Increment Contributions	4-1972, §20; 9-1974, §2; 146-1992, §1; 107-1995, §§2, 3
§1-642	Benefits to be Uniform; Widows and Children of Members	4-1972, §21
§1-643	Disability Benefits	4-1972, §§22, 23; 9-1974, §§3, 4
§1-644	Application	4-1972, §24
§1-646	Pension Investment Account	4-1972, §§26-30
§1-702	Payment of Claims	6-1995, Art. 2
§1-703	Adoption of Procedures and Regulations	6-1995, Art.3
§1-801	Promotions	49-1982, Intro
§1-802	Sergeant	49-1982, §1; 52-1990, §1
§1-803	Lieutenant	49-1982, §2; 52-1990, §§2, 3; 121-1990, §2; 13-1992, §§1, 2
§1-804	Captain	49-1982, §3; 52-1990, §§4, 5; 13-1992, §3
§1-806	Service Time	49-1982, §5

§1-807	Probationary Period	49-1982, §6; 52-1990, §9
§1-808	Score Determination	49-1982, §7; 52-1990, §§10, 11
§1-809	Eligibility Lists	49-1982, §8
§1-901	Recognizing Volunteer Fire Department	74-1937, §1; 20-1983, §1
§1-903	Classifying Members of Volunteer Fire Companies into Certified Volunteer Firefighters and Volunteer Nonfirefighters	74-1937; 18-1989, §1
§1-904	Appropriations	74-1937, §4; 20-1938, §2; 51-1975, §3
§1-905	Officers	74-1937, §5; 51-1975, §2-3
§1-907	Duties at Fires	74-1937, §6; 51-1975, §3
§1-908	Service Outside City	74-1937, §8; 51-1975, §3
§1-910	Adoption of Standard Screw Coupling	74-1937, §10
§1-911	Rules and Regulations	74-1937, §11; 51-1975, §3
§1-912	Fire Marshal Creation, Appointment and Reports	74-1937; 70-86, §§1-3
§2-204	Disposition of Pigeons at Large	31-1965, §4
§3-102	Registration, Fee and Term; Tag Attachment; Sale, Transfer or Dismantling	5-1961, §2; 14-1964, §§1,2; 19-1981, §1; 30-1983, §1
§3-103	Examination of Applicant	5-1961, §3; 14-1964, §1
§3-104	Bicycle Inspection	5-1961, §4; 14-1964, §1
§3-108	Child's Ability for Safe Operation	5-1961, §8
§3-110	Penalty	5-1961, §10; 30-1983, §1
§4-412	Penalty	35-1999

§5-202	Amendments	101-1994, §2
§5-304	Fire Prevention Code; Amendments.	114-1992, §4; 80-1993, §1; 16-1998, §1; 39-1998, §§1, 2
§5-502	Amendments to the IMC	31-1999, §2
§5-602	Amendments to the International Property Maintenance Code	11-1999, §2
§5-703	Penalty	45-1988, §4; 86-1993, §1
§6-205	Duty of Business Owner	24-1969, §4
§6-601	False Reports to Police	30-1964, §
§6-611	Crossing Police Lines	29-1964, §1
§7-101	Fireworks	67-1954, §1
§7-301	Definitions	7-1961, §1
§7-306	Appeals	7-1961, §6
§10-102	Definitions	40-1973, §2
§10-105	Obstructing Inspectors	40-1973, §5
§10-109	Incinerators	40-1973, §9
§10-110	Animal Bite Incidents	40-1973, §10
§10-117	Enforcement, Rules and Regulations	40-1973, §19
§10-301	Definitions	50-1998, §1
§10-404	Notice to Remove or Destroy	3-1965, §4
§11-201	Required from Owner	45-1971, §1; 17-1984, §1
§13-103	Definitions	126-1995, §3
§13-104	Alarm Business Permits	126-1995, §4; 29-1996, §1
§13-106	Alarm Business Responsibilities	126-1995, §6
§13-109	Intermediary Monitoring Service Standards	126-1995, §9
§13-112	Alarm User Permits	126-1995, §12
§13-113	Alarm User Permit Fees	126-1995, §13
§13-114	Alarm User Responsibilities	126-1995, §14

§13-115	False Alarms	126-1995, §15
§13-204	Exemptions; Other Taxes; Free Licenses	50-1954, §4; 51-1966, §1; 48- 1976, §3; 60-1980, §2; 34- 1983
§13-205	License Issuance	50-1954, §5; 34- 1983
§13-208	License Transfer and Fee	50-1954, §8; 48- 1976, §4; 60- 1980, §4; 34- 1983
§13-209	Tax Manager Powers and Duties	50-1954, §9; 34- 1983
§13-210	Appeals	50-1954, §10; 34- 1983
§13-303	License Application	62-1952, §3; 31- 1954, §1; 34- 1983
§13-304	Investigation and License Issuance	62-1952, §4; 31- 1954, §1; 34- 1983
§13-305	Bond	62-1952, §5; 31- 1954, §1; 34- 1983
§13-106	Service of Process	62-1952, §6; 31- 1954, §1; 34- 1983
§13-309	License Transfer	62-1952, §9; 31- 1954, §1; 34- 1983
§13-313	Records and Complaints	62-1952, §12; 31- 1954, §1; 34- 1983
§13-315	Appeals	62-1952, §14; 31- 1954, §1; 34- 1983
§13-405	Restaurant Inspections; Records and Reports	46-1969, §5
§13-407	Sanitation Requirements	46-1969, §7

§13-410	Foodhandlers Health	46-1969, §10; 12-1974, §1; 24-1975, §1
§13-501	Definitions	64-1969, §1; 54-1975, §§1, 2; 149-1990, §1; 116-1992, §2
§13-502	License Requirements	64-1969, §2
§13-505	Sanitation Requirements for Commissary and/or Food Catering Kitchens and Vending Machine Operations	64-1969, §4; 54-1975, §3
§13-612	Permit Application; Agreement Conditions	70-1937, §12
§13-616	Inspection Fees; Permit Renewal	70-1937, §17; 37-1953, §1; 52-1954, §§2, 3; 57-1981, §1; 153-1990, §1; 119-1992, §1
§13-618	Power of Inspection	70-1937, §20
§13-717	Inspection Fees; Permit Renewal	15-1939, §17; 35-1953, §1; 12-1958, §2; 18-1958, §1; 45-1977, §1; 61-1981, §1; 152-1990, §1
§13-719	Power of Inspection	15-1939, §20
§13-724	Regulations and Rules	15-1939, §28; 12-1958, §3
§13-905	Permit Fee	1-1957, §5; 64-1981, §1; 151-1990, §1; 121-1992, §1
§13-906	Cut-up Poultry Inspection	1-1957, §6
§13-1002	Report of Damaged Motor Vehicles Required	28-1967, §2
§13-1004	Damage Release Sticker	28-1967, §4
§13-1109	Drivers Attendants and Attendant Drives License Application; Fees	40-1976, §9

§13-1203	Definitions	39-1939, §3
§13-1205	Application for Annual Permits	39-1939, §5
§13-1207	Pole Permit Applications	39-1939, §7
§18-112	Supplemental Enforcement Action	17-1998, §12
§18-206	Prohibited Waste	1-1967, §6
§20-202	Definitions	44-1991, §2
§20-205	Collection Required and Hours	44-1991, §5
§20-211	Authorization of Collectors	44-1991, §11
§21-301	Curb Permit, Survey and Fees	30-1992
§21-303	Curb Construction Requirements	30-1992
§21-304	Building Line Survey Permit and Fees	30-1992
§21-305	Driveway Permit and Fees	30-1992
§21-306	Sidewalk Vault Permit, Liability Agreement and Fee	30-1992
§21-307	Constructing, Repairing or Opening Streets	30-1992
§21-310	Notice of Sidewalk Opening to Department of Engineering	30-1992
§23-102	Departments to Approve Plans; Permit Fee; Final Inspection	22-1960, §2; 34-1960, §1
§23-103	Plan Submission	22-1960, §3
§23-107	Health and Sanitation	22-1960, §7
§23-108	Inspection; Fee	22-1960, §8; 34-1960, §2
§24-101	Definitions	44-1976, §1; 57-1977, §§1-3
§24-104	Notice	44-1976, §4
§24-106	Enforcement by Tax Manager	44-1976, §6
§24-328	Enforcement by Tax Administration Manager	38-1999, §346.08
§24-401	Definitions	63-1968, §1, 65-1969, §1, 45-1976, §§1, 2

§24-404	Discount, Penalty and Interest	63-1968, §4; 65-1969, §2; 45-1976, §3
§24-405	Duty of Employers	63-1968, §5; 65-1969, §3; 45-1976, §4
§24-406	Individuals Engaged in More Than One Occupation	63-1968, §6; 65-1969, §4
§24-407	Determination Date for Applicable Employees; Supplemental Returns	63-1968, §7; 65-1969, §5
§24-408	Self-employed Individuals, Nonresident Employers	63-1968, §8; 65-1969, §6
§24-410	Enforcement by Tax Manager; Powers and Duties	63-1968, §10; 65-1969, §7
§24-411	Suit on Collections	63-1968, §1; 65-1969, §8
§24-416	Refund on Minimum Earnings or Double Deductions	63-1968, §17; 44-1971, §1
§24-502	Definitions	52-1975, §II
§24-503	Tax Levied; Rate; Business Volume Computed; Exemptions	52-1975, §III
§24-504	Returns; Payment; Interest Penalty	52-1975, §VI; 49-1976, §§1-4
§24-508	Duties of Tax Manager and City Treasurer	52-1975, §IX
§24-509	Confidential nature of Information	52-1975, §X
§24-510	Suit on Collection; Costs	52-1975, §XI
§24-604	Imposition of Tax	37-1998
§24-711	Authority to Administer this Part	97-1985, §11; 122-1989, §14
§24-726	Exemption Procedure; Applicable Schedule	107-1985, §6; 111-1987; 27-1990, §§9-12
§24-728	Authority to Administer this Part	107-1985, §8; 27-1990, §14
§24-804	Notices of Tax Due	33-1945, §4
§25-101	Title and Short Title	42-1973, Art. I

§25-105

General Maintenance

42-1973, Art. V;
68-1995, §II

C. Repeals

Ordinance No.	Subject
10-1945	Smoking in Public Places
27-1953, §9	Loitering
40-1973, §12	Birth, Death and Marriage Certificate Fees

Section 7. Land Use Amendments. The City of Reading Code of Ordinances is hereby amended as is more fully shown in the complete text of Chapters 22 and 27 thereof which is attached hereto and made part hereof by reference hereto as if fully set out at length herein, with deletions shown by ~~strike-through~~ and additions shown by underline, all of which is briefly summarized hereinafter.

A. New Provisions. The following provisions are new provisions which are being added to the Code, are underlined throughout the text, and are summarized as follows:

Section	Subject
§22-709	Enforcement Remedies

B. Revised Provisions. The following provisions of the Code are revised, the text of which indicates deletions by strike-through and additions by underline, and are summarized as follows:

Section	Subject	Ordinance No.
§22-105	Jurisdiction and Application	39-1977, §1.5; 35-1978, §1
§22-202	Meanings of Specific Words	39-1977, §2.2; 35-1978, §1
§22-302	Classification of Subdivisions	39-1977, §3.0
§22-303	Submission of Sketch Plan	39-1977, §3.1
§22-304	Submission of Preliminary Plan for Major Sub- division Only	39-1977, §3.2
§22-305	Review of Preliminary Plan	39-1977, §3.3
§22-306	Approval of Preliminary Plan	39-1977, §3.4
§22-402	Preliminary Plans for Major Subdivision	39-1977, §4.1
§22-403	Final Plans	39-1977, §4.2; 35-1978, §1

§22-404	Soil Percolation Test Requirements	39-1977, §4.3
§22-501	Application and General Standards	39-1977, §5.1; 35-1978, §1
§22-504	Lots and Parcels	39-1977, §5.4
§22-505	Sanitary Sewage Disposal	39-1977, §5.5; 35-1978, §1
§22-506	Water Supply	39-1977, §5.6
§22-507	Storm Drainage	39-1977, §5.7
§22-508	Public Use and Service Area	39-1977, §5.8; 35-1978, §1
§22-602	Required Improvements	39-1977, §6.1
§22-705	Modifications	39-1977, §7.4
§22-708	Preventative Remedies	39-1977, §7.8
§27-201	Zoning Administrator	56-1995, §1303.01
§27-203	General Administrative Procedures	56-1995, §1303.03
§27-204	Enforcement Notice	56-1995, §1303.04
§27-205	Causes of Action	56-1995, §1303.05
§27-301	Zoning Permit	56-1995, §1304.01
§27-302	Certificates of Use and Occupancy	56-1995, §1304.02
§27-303	Temporary Occupancy Permits	56-1995, §1304.03
§27-304	Denial and Revocation of Permits and Certificates	56-1995, §1304.04
§27-306	Records	56-1995, §1304.06
§27-307	Certificate of Nonconforming Use of Structure	56-1995, §1304.07
§27-308	Report	56-1995, §1304.08
§27-402	Membership and Filling of Vacancies	56-1995, §1305.02
§27-406	Functions	56-1995, §1305.06
§27-408	Applications	56-1995, §1305.08
§27-409	Time Limitations; Persons Aggrieved	56-1995, §1305.09
§27-410	Hearing Procedures	56-1995, §1305.10
§27-411	Stay of Proceedings	56-1995, §1305.11
§27-501	Zoning Map and Boundaries	56-1995, §1306.01
§27-607	Nonconforming Uses, Buildings and Structures	56-1995, §1307.07
§27-911	Front Yard Exception	56-1995, §1310.11

§27-916	Mobile Home Parks	56-1995, §1310.16
§27-917	Antennae, Antenna Structures and Satellite Dishes	56-1995, §1310.17
§27-1002	Conditions for Special Exception Uses	56-1995, §1311.02; 7-1997, §1
§27-1003	Conditions for Conditional Uses	56-1995, §1311.03
§27-1101	Permit	56-1995, §1312.01
§27-1105	Temporary Fences, Walls or Similar Structures	56-1995, §1312.05
§27-1403	Off-Street Parking Standards	56-1995, §1315.03
§27-1503	Residential Districts (R-1A, R-1, R-2, R-3 and R-O)	56-1995, §1316.03; 17-1997, §1
§27-1513	Landscape Designs and Landscaping Requirements	56-1995, §1316.13; 17-1997, §1
§27-1519	Inspections	56-1995, §1316.19; 17-1997, §1
§27-1521	Unsafe Sign Removal	56-1995, §1316.21; 17-1997, §1
§27-1522	Abandoned Sign Removal	56-1995, §1316.22; 17-1997, §1
§27-1523	Illegal Sign Removal	56-1995, §1316.23; 17-1997, §1
§27-1524	Cost of Removal	56-1995, §1316.24; 17-1997, §1
§27-1708	Interpretation of District Boundaries	56-1995, §1318.08; 38-1997, §1
§27-1709	District Provisions Compliance	56-1995, §1318.09; 38-1997, §1
§27-1715	Special Exceptions Application Requirements	56-1995, §1318.15; 38-1997, §1
§27-1716	Application Review Procedures	56-1995, §1318.16; 38-1997, §1
§27-1803	Permits	56-1995, §1319.03
§27-1909	Special Airport Zone Permits	56-1995, §1320.09
§27-2002	General Definitions	56-1995, §1321.02
§27-2005	Sign Definitions	56-1995, §1321.05

C. Repealed Provisions. The following provisions of the Code are repealed, the text of which indicates deletions by strike-through, and are as follows:

Section	Subject	Ordinance No.
§27-207	Enforcement and Administration	56-1995, §1303.7

Section 7. Procedural Changes. The following minor procedural changes have been made to existing City ordinances:

- A. Grammatical and spelling errors have been corrected where necessary;
- B. Minor changes have been made to correct obsolete terms and usages;
- C. The penalty provisions have been revised where necessary to comply with the Pennsylvania Third Class City Code, Vehicle Code, Municipalities Planning Code and the Local Tax Enabling Act.

Section 8. Amending the Code of Ordinances. The procedure for amending the Code of Ordinances shall include the citation of the Chapter, Part, Section and Subsection to be amended, revised, repealed or added as follows:

- A. **Amendment or Revision** - "Chapter __, Part __, Section ____, Subsection ____ is hereby amended [revised] to read as follows..."
- B. **Additions** - "Chapter ____, Part ____, Section ____, Subsection ____ is hereby amended by the addition of the following..."
- C. **Repeal** - "Chapter ____, Part ____, Section ____, Subsection ____ is hereby repealed in its entirety."

Section 9. Responsibility for Code of Ordinances. It shall be the responsibility of the City Clerk to maintain an up-to-date certified copy of the code of ordinances. This copy shall be the official copy of the City of Reading Code of Ordinances and shall be available for public inspection.

Section 10. Penalties. It shall be unlawful for anyone to change, alter, or tamper with the code of ordinances in any manner which will intentionally misrepresent the laws of the City of Reading. Whosoever shall violate this Section shall, upon conviction thereof, be sentenced to pay a fine of not more than \$600 and costs, or in default of payment thereof, shall be subject to imprisonment for a term not to exceed 30 days.

Section 11. Severability of Parts of Codification. It is hereby declared to be the intention of the City Council that the chapters, parts, sections, paragraphs, sentences, clauses and phrases of this codification are severable. If any section, paragraph, sentence, clause or phrase of this code is declared unconstitutional, illegal or otherwise invalid by the judgment or decree of a court of competent jurisdiction, that invalidity shall not affect any of the remaining chapters, parts, sections, paragraphs, sentences, clauses or phrases of this codification.

ENACTED AND ORDAINED this 29TH day of MAY, 2001

CITY OF READING

By _____
President of Council

ATTEST:

City Clerk

FEE SCHEDULE

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Administrative				
Cable Television Franchise Fee	5% of gross revenue	5-2007		2007
Collection Procedures				
Public Record Fees				
ID and Photo Reproduction	\$10	1-2003		2003
Photocopying Fee	0.25 per page (either a single-sided copy or one side of a double-sided black and white copy of a standard 8.5" X 11" page)	1-2009		2009
Printed Original or Photocopied Plan or Map Not More than 24" X 36" Fee	\$3 each	15-2008		2008
Printed Original or Photocopied Plan or Map 24" X 36" or Larger Fee	\$5 each	15-2008		2008
Certification of Public Record	\$1 per record (this does not include notarization fees)	1-2009		2009
Copying Records to/from Electronic Media	actual cost	1-2009		2009
Copying SALDO Records Off-Site	\$20			
If the Cost Is Expected to Be \$100 or Greater	The full cost will be payable prior to the release of the record	1-2009		2009
City Clerk				
Purchase Codified Ordinances	\$450	31-2002		2002
Codes Department				
Code Enforcement				
BOCA National Bldg Code		26-2004		2004

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Administrative Fee	\$4	72-2007		2007
Building Permit Fee	\$0-\$250 - \$12 \$250.01-\$500 - \$20 \$500.01-\$1,000 - \$30 \$1,000.01 and up - \$7.50			
Penalty	\$100 - \$1,000 plus cost			
National Plumbing Code		25-2004		2004
License Fees:				
Administrative Fee	\$4	72-2007		2007
Master Plumber	\$100 reciprocity \$100 exam \$90 fee			
Journeyman Plumber	\$65 reciprocity \$65 exam \$50 fee			
Appliance Contractor	\$65 reciprocity \$65 exam \$40 fee			
Appliance Installer	\$65 reciprocity \$65 exam \$40 fee			
Fire Sprinkler Contractor	\$100 reciprocity \$90 fee			
Fire Sprinkler Installer	\$65 reciprocity \$50 fee			
National Electrical Code		21-2004		2004
License Fees:				
Administrative Fee	\$4	72-2007		2007
Master Electrician	\$100 reciprocity \$100 exam \$90 fee			
Journeyman Electrician	\$65 reciprocity \$65 exam \$50 fee			
Special License	\$125 fee			

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Special Electrician	\$65 reciprocity \$65 exam \$40 fee			
Electrical Installer A	\$65 reciprocity \$65 exam \$40 fee			
Electrical Installer B	\$65 reciprocity \$65 exam \$40 fee			
Electrical Installer C	\$65 reciprocity \$65 exam \$40 fee			
Permit Fees	\$0-\$250 - \$12 \$250.01-\$500 - \$20 \$500.01-\$1,000 - \$30			

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Penalty	\$300 - \$1,000 1st & 2nd; not more than \$5,000 3rd and subs.			
Admin. Fee	\$50 - 3rd violation \$75 - 4th violation \$100 - 5th and subs.			
International Mechanical Code		22-2004		2004
License Fees:				
Administrative Fee	\$4	72-2007		2007
Mechanical Contractor	\$100 reciprocity \$100 exam \$90 fee			
Mechanical Installer	\$65 reciprocity \$65 exam \$50 fee			
Permit Fees	\$0-\$250 - \$12 \$250.01-\$500 - \$20 \$500.01-\$1,000 - \$30			
Penalty	\$300 - \$1,000 1st & 2nd; not more than \$5,000 3rd and subs.			
Administrative Fee	\$50 - 3rd \$75 - 4th \$100 - 5th			
Health and Safety				
Health Code Penalty	\$1,000 plus costs	73-1993		1993
Noise Control Penalty	\$25 - \$1,000 plus costs	33-1996		1996
Hazardous Substance Control Penalty	\$100 - \$1,000 plus costs	21-2000		2000
Snow and Ice Removal Penalty	\$5 - \$1,000 plus costs	30-1992		1992
Weeds Penalty	\$1,000 plus costs	33-2001		2001
Storage of Motor Vehicle Nuisance	\$300 - \$1,000 plus costs 1st and 2nd; up to \$5,000 plus costs subsequent offenses	7-1999		1999

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Indoor Furniture Penalty	\$100 - \$500 plus costs 1st offense; \$200 - \$1,000 plus costs subsequent	32-2001		2001
Boarded Structures Penalty	\$300 - \$1,000 plus costs	43-2002		2002
Unprotected Vehicle Tires Penalty	\$300 - \$1,000 plus costs	18-2003		2003
Stagnant Water Penalty	\$300 - \$1,000 plus costs	17-2003		2003
Commercial Laundry Penalty	\$300 plus costs	19-2004		2004
Penalty	\$500 - \$1,000 1st & 2nd up to \$5,000 subs plus costs			
Public Health Penalty	\$1,000 - \$2,000 1st & 2nd \$1,000 - \$10,000 3rd and subsequent			
Unspecified Violation	\$500 - \$1,000 plus costs			
Neighborhood Mitigation Penalty	\$50			
Chronic Violations Admin. Fee	\$75 - 3rd \$100 - 4th \$150 - 5th \$50 x (#2) - 6th and subsequent			
Permit Fees	\$0 - \$250 - \$12 \$250.01 - \$500 - \$20 \$500.01 - \$1,000 - \$30			
Outdoor Air Policy Penalty	\$25 plus costs	32-2005		2005
Sidewalk Sale Permit	\$250	33-2007		2007
Sidewalk Sale Violation	\$200 - \$1,000 per violation	33-2007		2007
Sidewalk Café Permit	\$275	34-2007		2007
Sidewalk Mini-Café Permit	\$25	34-2007		2007
Sidewalk Café Violation	\$200 - \$1,000 per violation	34-2007		2007

Housing

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Rental Permit	\$50 single \$25 per room for boarding house	45-2003		2003
Rental Permit Violation	\$75 - \$500 plus costs per violation	28-2007		2007
Installment Agreement of Sale	\$35	36B-1998		1998
Penalty	\$300 - \$1,000 plus costs			
Restaurants				
Health License	\$15 - \$200 depending on size and type	33-2005		2005
Penalty	Double license fee			
Failure to Correct Inspection Violation	\$10 admin. fee at 1st reinspection; \$25 at 2nd reinspection; not present for inspection \$50			
Vending Machines				
In the Public Right-of-Way	\$20	27-2002		2002
In Enclosed Structure	\$12			
Catering or Commissary	\$45			
Outdoor Food Vending	\$100			
Milk				
Plant Inspection	\$150	119-1992	\$144	1992
Selling One Item	\$60			
Selling Multiple Items	\$100			
Less than 1,000 Square Feet	\$50			
1,001 or More Square Feet	\$100			
Small Grocery	\$75			
Large Grocery	\$115			
Supermarket	\$200			
Penalty	\$1,000 plus costs			
Frozen Desserts				

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Selling One Item	\$60	152-1990		1990
Selling Multiple Items	\$100			
Small Grocery	\$35			
Large Grocery	\$75			
Supermarket	\$150			
Penalty	\$1,000 plus costs			
Meat and Meat Products				
Selling One Item	\$60	120-1992		1992
Selling Multiple Items	\$100			
Less than 1,000 Square Feet	\$50			
1,001 or More Square Feet	\$100			
Small Grocery	\$75			
Large Grocery	\$115			
Supermarket	\$150			Ordinance States Should Be \$200
Penalty	\$1,000 plus costs	79-1936		1936
Poultry				
Selling One Item	\$100	121-1992		1992
Selling Multiple Items	\$175			
Less than 1,000 Square Feet	\$80			
1,001 or More Square Feet	\$175			
Small Grocery	\$75			
Large Grocery	\$115			
Supermarket	\$200			
Penalty	\$1,000 plus costs			
Motor Vehicle Repair Shop Penalty	\$10 - \$600 plus costs	28-1967		1967
Ambulances	\$100 1st; \$20 each additional	40-1976		1976

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Swimming Pools				
Inspection Fee	\$50	34-1960		1960
Penalty	\$1,000 plus costs			
Finance Department				
Business License				
Street Vendor	\$30	60-1980		1980
Mobile Vendor	\$100	145-1990		1990
Solicitations	\$30	60-1980		1980
Pawnbroker	\$100	50-1954		1954
Pawnbroker Penalty	600 plus costs	32-1983		1983
Market House	\$100			
Express Company, Communications	\$100			
Motor Vehicles for Hire	\$100			
Motor Buses	\$100			
Taxi	\$10 each not to exceed \$100			
Bowling Alley, Gaming Tables	\$20	60-1980		1980
Theaters with Live Performances	\$100	50-1954		1954
Movie Theaters	\$100	60-1980		1980
Public Exhibitions	\$15			
Amusement Devices	\$40			
Shuffleboard	\$20			
Juke Box	\$40			
Coin-Operated Riding Device	\$20	4-1961		1961
Public Dump/Junkyard	\$100	60-1980		1980
Waste Rages or Paper Handling	\$100			
Hawkers	\$15			
Newspaper Vendor	\$10			

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
License Transfer Fee	25% of original fee but not less than \$2	34-1983		1983
License Penalty	\$600 plus costs	50-1954		1954
Transient Retail				
License Fee	\$50 per month	46-1976		1976
Penalty	\$600 plus costs			
Taxation				
Per Capita Tax	\$10	44-1976		1976
Earned Income Tax	1%	57-1968		1968
Home Rule Income Tax	0.70%	82-2005		2005
Realty Transfer Tax	1%	86-2005		2005
Home Rule Realty Transfer Tax	3.5%	80-2006		2006
Penalty	\$300			
Emergency Services Tax	\$52	49-2004		2004
Penalty	\$600 plus costs			
Business Privilege Tax	1.5 mills or \$1.50 per \$1,000 of gross volume of business	10-2007		2007
Business Privilege License	\$50			
Business License	\$55	36-2009	\$35	2009
Penalty	\$600 plus costs			
Admission Tax	5% of cost to general public	37-1998		1998
Penalty	\$1,000 plus costs			

Other Fees

1. Fees to be Added to the Unpaid Claim.

City of Reading hereby approves the following fee schedule for the collection of unpaid claims, which fees shall be added to the unpaid claim.

28-2009

2009

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
(a) Notice Expense.	not to exceed \$50, together with all costs and expenses incurred, shall be added to the unpaid claim for mailing a notice of delinquency pursuant to §7106 of the Municipal Claims and Tax Liens Act.	28-2009		2009
(b) Collection Fees.				
Handling fee for returned check	\$30	28-2009		2009
Handling fee to issue refund check	\$20	28-2009		2009
Bookkeeping fee for payment plan of 3 months or less	\$25	28-2009		2009
Bookkeeping fee for payment plan of more than 3 months	\$50	28-2009		2009
Guaranteed Payoff Fee	\$25	28-2009		2009
(c) Legal Fees.				
Initial review and sending first demand letter	\$160	28-2009		2009
File lien and prepare satisfaction	\$175	28-2009		2009
Prepare Writ of Scire Facias	\$175	28-2009		2009
Obtain Re-issued Writ	\$30	28-2009		2009
Prepare and mail letter under Pa. R.C.P. 237.1	\$30	28-2009		2009
Prepare Motion for Alternate Service	\$175	28-2009		2009
Prepare Default Judgment	\$175	28-2009		2009

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Prepare Writ of Execution	\$800	28-2009		2009
Attendance at Sale; Review Schedule of Distribution and Resolve Distribution Issues	\$400	28-2009		2009
Continue Sheriff Sale	\$50	28-2009		2009
Petition to Assess Damages	\$. 50	28-2009		2009
Petition for Free and Clear Sale	\$400	28-2009		2009
Prepare bankruptcy proof of claim	\$100	28-2009		2009
Services not covered above	At an hourly rate between \$60-\$225 per hour	28-2009		2009
2. Costs to be added to the Unpaid Claims.				
In addition, the reasonable and necessary out-of-pocket charges, costs, expenses, commissions and fees incurred in collection, such as but not limited to, postage, title searches, prothonotary fees and sheriff fees, shall be added to the unpaid claims.		28-2009		2009
3. Interest. Interest will be assessed upon all delinquent unpaid municipal claims at a rate of and added to the unpaid claim.	10% per annum	28-2009		2009
4. Collection Procedures. The following collection procedures are hereby established in accordance with the Act:		28-2009		2009
(a) At least 30 days prior to assessing or imposing attorney fees in connection with the collection of an Account, City of Reading or its designee shall mail or cause to be mailed, by certified mail, return receipt requested, a notice of such intention to the taxpayer or other entity liable for the Account (the "Property Owner").		28-2009		2009

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
(b) If the certified mail notice is undelivered, then, at least 10 days prior to the assessing or imposing such attorney fees, City of Reading or its designee shall mail or cause to be mailed, by first class mail, a second notice to the property owner.		28-2009		2009
(c) All notices required by this Ordinance shall be mailed to the property owner's last known post office address as recorded in the records or other information of City of Reading, or such other address as it may be able to obtain from the County Office of Assessment and Revision of Taxes.		28-2009		2009
(d) Each notice as described above shall include the following:		28-2009		2009
(i) The type of tax or other charge, the date it became due and the amount owed, including penalty and interest;		28-2009		2009
(ii) A statement of City of Reading's intent to impose or assess attorney fees within 30 days after the mailing of the first notice, or within 10 days after the mailing of the second notice;		28-2009		2009
(iii) The manner in which the assessment or imposition of attorney fees may be avoided by payment of the Account; and		28-2009		2009
(iv) The place of payment for Accounts and the name and telephone number of City of Reading's representative designated as responsible for collection matters.		28-2009		2009
5. Related Action. The proper officials of City of Reading are hereby authorized and empowered to take such additional action as they may deem necessary or appropriate to implement this Ordinance.		28-2009		2009
6. Appointment of Solicitor. City of Reading appoints Michelle R. Portnoff, Esquire, as Solicitor for the limited purpose of collecting delinquent municipal claims and hereby authorizes her, and attorneys under her supervision, to sign any and all documents, including tax and municipal claims, on behalf of the City.		28-2009		2009

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Tax, Water and Sewer Certifications	\$25	54-2002		2002
Dishonored Check Fee	\$32	53-2002		2002
Payment in Coin	\$10	53-2002		2002

Fire Department

Fire Prevention

Fireworks Permit	\$500	67-1954		1965
Fireworks Penalty	\$1,000 plus costs			
Space Heaters Penalty	\$1,000 plus costs	81-1993		1993
Smoke, Cinders, Etc., Penalty	\$1,000 plus costs	78-1993		1993
Fire Prevention Code		45-1999		1999

Permit Fees:

Bonfire	\$100
Remove Paint with Torch	\$50
Airports, Heliports, Helistops	\$100
Flammable Liquids, Bowling Lanes	\$100
Crop Ripening and Coloring	\$100
Dry Cleaning	\$100
Dust Explosion Hazard	\$100
Flammable Finishes	\$100
Fumigation - Insecticidal	\$100
HPM Facilities	\$300
Lumber Yard - Woodworking Plants	\$100
Matches - Bulk Storage	\$100
Oil/Gas Wells	\$100
Organic Coatings	\$100

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Tents/ Air-Supported Structures	\$100			
Wrecking Yard, Junkyard, Waste Material Handling	\$100			
Waste Material Handling	\$100			
Welding or Cutting	\$100			
Storage of Welding Cylinders	\$100			
Calcium Carbide	\$100			
Acetylene Generators	\$100			
Acetylene Cylinder Storage	\$100			
Hazardous Materials	\$100			
Aerosol Products	\$100			
Cellulose Nitrate Plastics	\$100			
Combustible Fibers	\$100			
Compressed Gases	\$100			
Corrosives	\$100			
Cryogenic Liquids	\$100			
Blasting Explosives	\$100			
Fireworks	\$100			
Vehicle Repair Shop	\$200			
Flammable and Combustible Liquids-- Storage, Handling, Use, Processing	\$100			
Flammable and Combustible Liquids-- Tanks, Equipment Removal Installation	\$100			
Flammable Solids	\$100			
Highly Toxic Solids and Liquids	\$100			

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Irritants, Sensitizers, Other Health Hazards	\$100			
Liquified Petroleum Gases	\$100			
Organic Peroxides	\$100			
Liquid and Solid Oxidizers	\$100			
Pesticides	\$100			
Pyrophoric Materials	\$100			
Radioactive Materials	\$100			
Unstable (Reactive) Materials	\$100			
Water-Reactive Materials	\$100			
Service Fees:		45-1999		1999
Fire & EMS Incident Report	\$35	4-2007		2007
Heavy Rescue	\$500 1st hour \$250 each additional			
Light Rescue	\$150 1st hour \$75 each additional			
Service Charge for Providing Water Supply for a Standpipe or Fire Pump Test	\$100 1st pipe \$50 each additional			
Water Removal	\$50			
Lock Outs	\$50			
Consultation	\$25			
Application for Alternate Method	\$25			
Spills/Leaks	\$50 minor \$100 major			
Service Calls	\$100			
Unnecessary/Needless False Alarm	50 after 3rd false alarm; increases \$25 each after 3rd	29-2004		2004

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Fire Protection Contractor False Alarm	\$50			
Standby Charges	1 truck, 2 people \$50 per hour			
Hazardous Materials Cleanup	1 truck, 2 people \$50 per hour			
Copies	\$1 per page			
Inspection Fees:		45-1999		1999
Assembly Occupancies	\$100 class A \$75 class B \$50 class C			
Apartment Buildings	\$320 class A \$175 class B \$100 class C	34-2009	\$250 \$150 \$100	2009
Business - Office, College	\$100 class A \$75 class B \$50 class C			
Day Care Facility	\$65	34-2009	\$65	2009
Educational	\$50			
Industrial/Factory	\$50			
Health Care Facility	\$200 class A \$210 class B \$175 class C	34-2009	\$100 \$50	2009
Hotels	\$320 class A \$175 class B \$135 class C	34-2009	\$200 \$100 \$50	2009
Lodging/Rooming Houses	\$50			
Mercantile	\$100 class A \$75 class B \$50 class C			
Storage	\$50			
Certificate of Fitness	\$50			
Fire Protection System Registration Fees	\$195	34-2009	\$25	2009

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Fire Protection System Registration Com	\$0	34-2009	\$75	2009
Plans Examination Fee	1% of contractor's price			
Architectural Plan Review Fee	\$0 - 500,000 - \$100 \$500,000 - \$1M - \$200			
Humane Society				
Animal Control				
Aggressive Dog Permit	\$500	72-2005		2005
Fines	\$100 - \$1,000			
Law Department				
Lien Statement Request Received by the City's Law Department from Individuals and/or Entities, Except Requests from City Employees in the Course of Their Duties.	\$25	41-2009		2009
Parking Authority				
Motor Vehicles and Traffic				
General Regulation Penalty	\$25 plus costs	37-2004		2004
Traffic Regulation Penalty	\$35 plus costs			
Weight Violation	\$150 plus \$150 for each 500 pounds			
Size Violation	\$75			
Truck Traffic on Certain Streets	\$25 plus costs			
Stopping and Parking	\$25; \$40 after 240 hours			
Hazardous Vehicles	\$100 fire \$100 traffic			

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Daily Parking Permit	\$3 day non-metered \$5 day metered			
Parking Meter Penalty	\$15 up to 10 days \$25 10 - 20 days			
Short Term Day Parking	\$35 up to 10 days \$75 after 10 days			
Reclamation Cost for Impounded	\$25			
Penalty for Impounded Vehicle	\$50 plus costs			
Snow and Ice Emergency	\$50 plus costs			
Push Carts	\$25 plus costs			
Skates, Skateboards, Etc.	\$5 plus costs			
Pedestrian Violations	\$5 plus costs			
Parade Penalty	\$600 plus costs			
No Trucks, Tractors RVs res area	\$100 - \$200 after 10 day	68-2007		2007

Planning Department

HARB

Penalty	\$300 plus \$100 costs	35A-2005		2005
---------	------------------------	----------	--	------

Subdivision and Land Development

Residential Land Development Fee		57-2002		2002
1-5 Units	\$780 sketch or revision to plan; \$1,235 preliminary; \$1,345 final	36-2009	\$100 \$200 \$500	2009
6-40 Units	\$810 sketch or revision to plan; \$1,465 preliminary; \$1,670 final	36-2009	\$200 \$400 \$700	2009
Over 40 Units	\$970 sketch or revision to plan; \$1,520 preliminary; \$1,720 final + \$10 unit over 40	36-2009	\$300 \$600 \$900	2009

Commercial/Industrial Land Development Fee

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Less than 2 Acres	\$790 sketch or revision to plan; \$1,400 preliminary; \$1,500 final	36-2009	\$100 \$200 \$500	2009
2-10 Acres	\$830 sketch or revision to plan; \$1,640 preliminary; \$1,840 final	36-2009	\$200 \$400 \$700	2009
Over 10 Acres	\$1,010 sketch or revision to plan; \$1,675 preliminary; \$1,880 final + \$50/acre over 10 acres	36-2009	\$300 \$600 \$900	2009
Subdivision/Annexation Fees				
1-5 Lots	\$675 sketch or revision to plan; \$920 preliminary; \$900 final	36-2009	\$50 \$100 \$200	2009
6-25 Lots	\$745 sketch or revision to plan; \$1,110 preliminary; \$1,080 final	36-2009	\$100 \$200 \$300	2009
Over 25 Lots	\$820 sketch or revision to plan; \$1,120 preliminary; \$1,110 final + \$10/lot over 25	36-2009	\$200 \$300 \$600	2009
Other Fees				
Land Development Waivers	\$50			
Parking Lot Reviews	\$820 (50 or less spaces); \$85/10 spaces over 50 spaces	36-2009	\$100 \$10	2009
Revisions to Plans	\$25/page			
Penalty	\$500 plus costs			

Police Department

Bicycles

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Registration Fee	\$1	30-1983	0.5	1983
Fines	\$10 - \$600			
Codes				
Sidewalk Sale Permit	\$210	51-2009	2009	\$250
Sidewalk Café Permit	\$210	51-2009	2009	\$275
Mini Café Permit	\$80	51-2009	2009	\$25
*Single Family/Boarding House Permit	\$90	51-2009	2009	\$25
*Single Family Home	\$240 registration	51-2009	2009	\$50
*Single Family Rental One Unit	\$240 registration	51-2009	2009	\$50
*Single Family Rental Two Unit	\$270 registration	51-2009	2009	\$100
*Single Family Rental Three Unit	\$300 registration	51-2009	2009	\$150
*Single Family Rental Four Unit	\$330 registration	51-2009	2009	\$200
*Single Family Rental Five Unit	\$350 registration	51-2009	2009	\$250
*Single Family Rental Five + Unit	\$55 registration	51-2009	2009	\$50
Schedule Re-inspection - 3rd Violation	\$75 occurrence	51-2009	2009	\$100
Renewal Without Inspection	\$50 occurrence	51-2009	2009	\$50
Housing Inspection no show	\$70 occurrence	51-2009	2009	\$50
Small Restaurant	\$160 yearly	51-2009	2009	\$80
Large Restaurant	\$165 yearly	51-2009	2009	\$120
Itinerant Restaurant	\$100 yearly	51-2009	2009	\$15
Ancillary Restaurant	\$80 yearly	51-2009	2009	\$15
Small Grocery	\$150 yearly	51-2009	2009	\$100
Large Grocery	\$175 yearly	51-2009	2009	\$125
Supermarket	\$180 yearly	51-2009	2009	\$200
One Item Wholesale LLC	\$335 yearly	51-2009	2009	\$100

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Multi Item Wholesale LLC	\$150 yearly	51-2009	2009	\$175
Small Processing License	\$185 yearly	51-2009	2009	\$80
Large Processing License	\$160 yearly	51-2009	2009	\$175
Vending Machine Enclosed	\$45 yearly	51-2009	2009	\$12
Vending Machine Public Right of Way	\$40 yearly	51-2009	2009	\$20
Mobile Vending	\$75 yearly	51-2009	2009	\$100
Catering/Commissary License	\$175 yearly	51-2009	2009	\$45
Bakery License	\$160 yearly	51-2009	2009	\$50
Deli License	\$150 yearly	51-2009	2009	\$80
Food Permit Failure	\$55 occurrence	51-2009	2009	\$0
Health Permit Failure	\$50 occurrence	51-2009	2009	\$0
Health Code Violation 1 st	\$70 occurrence	51-2009	2009	\$10
Health Code Violation 2 nd	\$95 occurrence	51-2009	2009	\$25
Health Code Violation No Show	\$70 occurrence	51-2009	2009	\$50

*These fees are only charged when an inspection is necessary.

Conduct

Alcoholic Beverages Penalty	\$1,000 plus costs	89-1989		1989
Bottle Club Permit	\$250	35-2007		2007
Bottle Club Penalty	\$300 - \$1,000 plus costs per violation	35-2007		2007
Curfew Violation	\$50 - \$300	22-2000		
Graffiti	\$300 1st offense \$1,000 plus costs subsequent offenses	30-2003		1998
Discharge of Firearms	\$1,000 plus costs			
Tampering with Public Property	\$1,000 plus costs			
Loitering	\$200 - \$500 1st offense \$300 - \$1,000 plus costs subsequent offenses	48-2002		2002

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Littering	\$1,000 plus costs			
Filing False Police Reports	\$1,000 plus costs			
Crossing Police Lines	\$1,000 plus costs			
School Time Curfew	\$50 plus costs and community service 1st \$100 plus costs and community service 2nd \$300 - \$1,000 plus costs and community service subsequent	13-2001		2001
Sexually Oriented Business				
Operators License Fee	\$500	41-2004		2004
Employee License Fee	\$50	41-2004		2004
Licenses, Permits				
Burglary Alarm System Business Permit Fee	\$50	126-1995		1995
Burglary Alarm System User Fee	\$25			
False Alarm Fee	\$35 each after 3; \$50 after 6; \$80 after 9 plus \$50 if police respond			
Alarm Penalty	\$100 1st; \$200 2nd; \$300 3rd; \$600 plus costs if convicted of misuse			
Motor Vehicles and Traffic				
General Regulation Penalty	\$25 plus costs	37-2004		2004
Traffic Regulation Penalty	\$35 plus costs			
Weight Violation	\$150 plus \$150 for each 500 pounds			
Size Violation	\$75			
Truck Traffic on Certain Streets	\$25 plus costs			
Booting Fee	\$200	Res. 18-A- 2006	\$125	2006
Tampering W/Boot	\$500 - \$1,000 plus costs	22-2006	\$400	2006

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Stopping and Parking	\$25; \$40 after 240 hours			
Hazardous Vehicles	\$100 fire \$100 traffic			
Daily Parking Permit	\$3 day non-metered \$5 day metered			
Parking Meter Penalty	\$15 up to 10 days \$25 10-20 days			
Short Term Day Parking	\$35 up to 10 days \$75 after 10 days			
Reclamation Cost for Impounded	\$25			
Penalty for Impounded Vehicle	\$50 plus costs			
Snow and Ice Emergency	\$50 plus costs			
Push Carts	\$25 plus costs			
Skates, Skateboards, Etc.	\$5 plus costs			
Pedestrian Violations	\$5 plus costs			
Parade Penalty	\$600 plus costs			
Signs and Billboards				
Political Campaign Matter Penalty	\$600 plus costs	26-1972		1972
Roadside Utility Pole Signs	\$75 - \$300 per sign	5-2001		2001
Other Fees				
Massage Therapist Fee	\$125	11-2005		2005
Special Event Permit	\$30			2001
Use of Pistol Range	\$25 per person			2001
Certified Copy of Police Report	\$15			
Local Criminal Check	\$10			
Bomb Squad/K-9 Squad	Sum of costs and manpower used			

Public Works Department

Poles

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Permit	\$80	31-2009	\$30	2009
*Note fee now includes inspection costs				
Reinforcing Stub	0.15			
Guy Stub	0.15			
Anchor Guy	0.1			
Guy Hook or Eyebold	0.1			
H-Structure	0.5			
New Pole	0.25			
Penalty	\$1,000 + costs	31-2009	\$1,000 + costs	2009
Parks and Recreation				
Field House Rentals; ¹	\$180 up to 6 hours	40-2009	\$75	2009
Baer	\$250 over 6 hours		\$100	
Keffer	\$50 deposit			
Pendora				
Use of Appliances at Field House	\$12 resident \$20 non-resident			
Gymnasium Rentals	3rd & Spruce [70 X 105] - \$200 2-3 hours; \$250 4-6 hours 11th & Pike [60 X 32] - \$150 2-3 hours; \$175 4-6 hours If school other than RSD \$20 month plus \$6.50/hour attendant fee	40-2009	\$175 \$225 \$125 \$150	2009
Small Pavilion Rental;	\$50 - 6 hours	40-2009	\$35	2009
Schlegel	\$75 - 6+ hours		\$40	
Pendora				
3 rd & Spruce				
Large Pavilion Rental;	\$100 - 6 hours	40-2009	\$50	2009
Egelman's	\$125 - 6+ hours		\$60	
City Park Band Shell Rental Fee	\$400 - 6 hours \$10/hour over 6 hours	40-2009	\$175	2009

¹Deposit on all rentals is \$50.

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Band Shell Penalty	\$1,000 plus costs	40-2009	\$600 plus costs	2009
Pagoda Rental Fee	< 2 hours \$200 2-4 hours \$400 4-6 hours \$500 Each additional hour \$100	40-2009	\$100	2009
Ball Fields* - 2 hours of use	\$20 before 8 p.m. \$30 8-10 p.m.	40-2009	\$15 \$20	2009
*A fee of \$20 for ball field maintenance				
Chairs and Tables	\$1/chair \$4/table \$4/bench \$25 deposit \$20 to activate electricity	20-2008		2008
Small Stage	\$175 resident \$200 non-resident	20-2008		2008
Large Stage	\$275 resident \$300 non-resident	20-2008		2008
Show Mobile Rental	\$350/day	20-2008		2008
Barricades (per 4)	\$2.50 resident \$3.50 non-resident \$10 deposit	20-2008		2008
Bingo Cage	\$10 resident \$15 non-resident \$25 deposit	20-2008		2008
PA System	\$50 resident \$55 non-resident \$100 deposit	20-2008		2008
Picnic Kit	\$20 resident \$25 non-resident \$25 deposit	20-2008		2008
Small Bleachers (per day)	\$100 resident \$100 deposit \$150 non-resident \$150 deposit	20-2008		2008

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Large Bleachers (per day)	\$200 resident \$200 deposit \$250 non-resident \$250 deposit	20-2008		2008
Popcorn Machine	\$50 resident \$55 non-resident \$25 deposit	20-2008		2008
Non-Profit Organizations	First \$50 waived 20% discount			
Park Code Violation	\$1,000 plus costs			
Penn Square Penalty	\$300 1st offense \$50 each subsequent			
Schlegel Pool Admission Fee	\$2 age 8-16 \$5 age 17 and older			
Schlegel Pool Membership Fee	\$15 age 8-16 \$50 age 17 -64 \$20 age 65 and older \$75 single family \$90 family, 3 or fewer children \$110 family, 4 or more children			
Pool Rental Fee	\$40/hour Schlegel + lifeguard costs \$30/hour camp lily (no lifeguards)			
Lifeguard Fee	\$8/hour - 2 lifeguards under 30 people \$8/hour - 3 lifeguards 30 people and over			
Sewers and Sewage Disposal				
Sewer Use Fee Schedule		17-1998		1998
Septic Tank Permit Fee	\$25	123-1993		1993
Septic Tank Testing Fee	\$10			
Septic Tank Treatment Change	.023 per gallon			
Septic Tank Surcharge	.00425 per gallon			
Sewer Service Rental	126%	102-2006	6%	2006

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Onlot Sewage Suitability		57-2002		2002
Reading & Recording 2 Deep Probes	\$250			
Additional Soil Probes	\$50			
Observation to 6 Hole Percolation	\$250			
Permit Processing	\$100			
Re-application Fee	\$50			
Onlot Sewage Planning Module	\$50/lot			
Sanitary Sewer Planning Module	\$500			
Solid Waste				
Recycling Service Fee	\$86.33	74-2009	\$60.93	2009
Trash Removal Fee	\$212.65	74-2009	\$203	2009
Hauler Application Fee	\$400			
Municipal Waste Packers	\$400			
Recycling Trucks	\$400			
Penalty	\$300 - \$1,000 plus costs 1st offense; \$600 - \$1,000 plus costs subsequent offenses			
Dumpster	\$250			
Temporary Dumpster	\$5 day not to exceed \$75 in 10 days with \$25 minimum			
Permanent Cart	\$150			
Dumpster Penalty	\$100 - \$1,000 plus costs			
Trash/Recycling Certification	\$25	68-2002		2002
Streets and Sidewalks				
Curb Permit				
0-24'	\$250	31-2009	\$120	2009
25-49'	\$300	31-2009	\$135	2009

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
50-99'	\$350	31-2009	\$150	2009
Street Restoration				
1' by 15'	\$35	31-2009	\$16	2009
2' by 15'	\$70	31-2009	\$32	2009
Building Line Survey				
0-49'	\$75	31-2009	\$75	2009
50-99'	\$100	31-2009	\$100	2009
Residential Driveway Permit Fee	\$400	31-2009	\$100	2009
Commercial Driveway Permit Fee	\$450	31-2009	\$200	2009
Reconstruction of Driveway	\$50	31-2009	\$50	2009
Sidewalk Occupancy Permit	\$50	31-2009	\$20	2009
Street Cut Permit				
0-5 sq. yard	\$150	31-2009	\$140	2009
5+ sq. yard, per additional yard	\$120	31-2009	\$110	2009
Sidewalk Vault Fee	\$80	31-2009	\$50	2009
Sidewalk Repair Construction Permit	\$80	31-2009	\$35	2009
Penalty	Not more than \$1,000 plus costs			
Commercial Parking Lot	\$5 per space with \$25 minimum	41-1999		1999
Penalty	Not more than \$1,000 plus costs			
Sidewalk and Curb Penalty	Not more than \$1,000 plus costs			
Street Occupancy Permit Penalty	\$300 plus costs	24-2002		2002
Trees				
Penalty	\$600 plus costs	32-1983		1983

Fines and Fees				
Description	Current Amount	Ordinance	Change	Last Changed
Other Fees				
Handicap Parking	\$0	31-2009		2009
Handicap Parking Renewal	\$0	2-2007		2007
Zoning Department				
Zoning		58-2002		
Permit Processing Fees				
Transfer existing business	\$100	75-2009	2009	\$50
Change type of business	\$100	75-2009	2009	\$50
New business - existing building	\$100	75-2009	2009	\$50
New business - site plan review	\$100	75-2009	2009	\$50
New construction - site plan review	\$100	75-2009	2009	\$50
Commercial accessory	\$100	75-2009	2009	\$50
Fence - residential	\$25	75-2009	2009	\$20
Yard Sale	\$25	75-2009	2009	\$20
Residential Accessory Use deck, patio, parking pad, shed garage, gazebo, pool, wall	\$50	75-2009	2009	\$50
Signs	\$100	75-2009	2009	\$50
Rentals	\$100	75-2009	2009	\$50
ZHB or Council application	\$100	75-2009	2009	\$50
Appeals to Zoning Board				
Residential Dimensional Variance	\$1,000	75-2009	2009	\$800
Commercial Dimensional Variance	\$1,000	75-2009	2009	\$800
Special Exception Review	\$1,000	75-2009	2009	\$800
Use Variance	\$1,000	75-2009	2009	\$800
Interpretation of Zoning Ord. or Map	\$800			

Fines and Fees

Description	Current Amount	Ordinance	Change	Last Changed
Requests for Variance Extensions	\$50			
Conditional Use Permit	\$1,000	75-2009	2009	\$800
Site Plan Review Fees				
Residential	\$50			
Commercial	\$100			
Telecommunications Tower	\$300			
Orthography & Contour Data			12/11/2006	
Black and White Elect Format CD	\$100 per tile			
Contour Data Elec Format CD	\$100 per tile			
Printed Format Black and White	\$25 per tile			

(Ord. 75-2006, 11/13/2006, \$1; as amended by Ord. 91B-2006, 12/11/2006, \$1; by Ord. 2-2007, 2/12/2007; by Ord. 4-2007, 4/12/2007; by Ord. 6-2007, 1/22/2007, \$1; by Ord. 7-2007, 1/22/2007, \$1; by Ord. 33-2007, 3/14/2007; by Ord. 34-2007, 5/29/2007; by Ord. 35-2007, 5/14/2007; by Ord. 15-2008, 2/11/2008, \$1; by Ord. 20-2008, 2/25/2008, \$1; by Ord. 1-2009, 1/26/2009, \$1; by Ord. 28-2009, 5/26/2009; by Ord. 31-2009, 6/22/2009, \$1; by Ord. 34-2009, 7/13/2009, \$1; by Ord. 36-2009, 7/27/2009, \$1; by Ord. 40-2009, 8/10/2009, \$1; by Ord. 41-2009, 8/10/2009, \$1; by Ord. 51-2009, 9/14/2009, \$1; by Ord. 74-2009, 12/28/2009, \$1; and by Ord. 75-2009, 12/28/2009, \$1)

